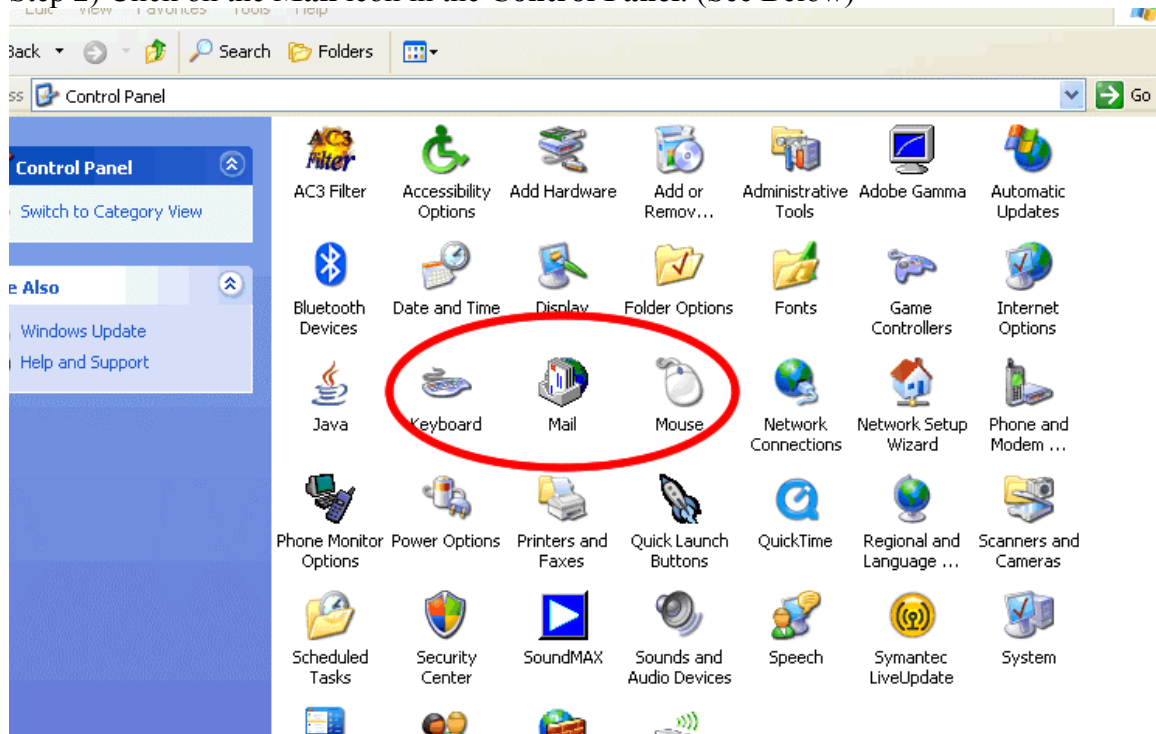


# Storage of Outlook Data PST File

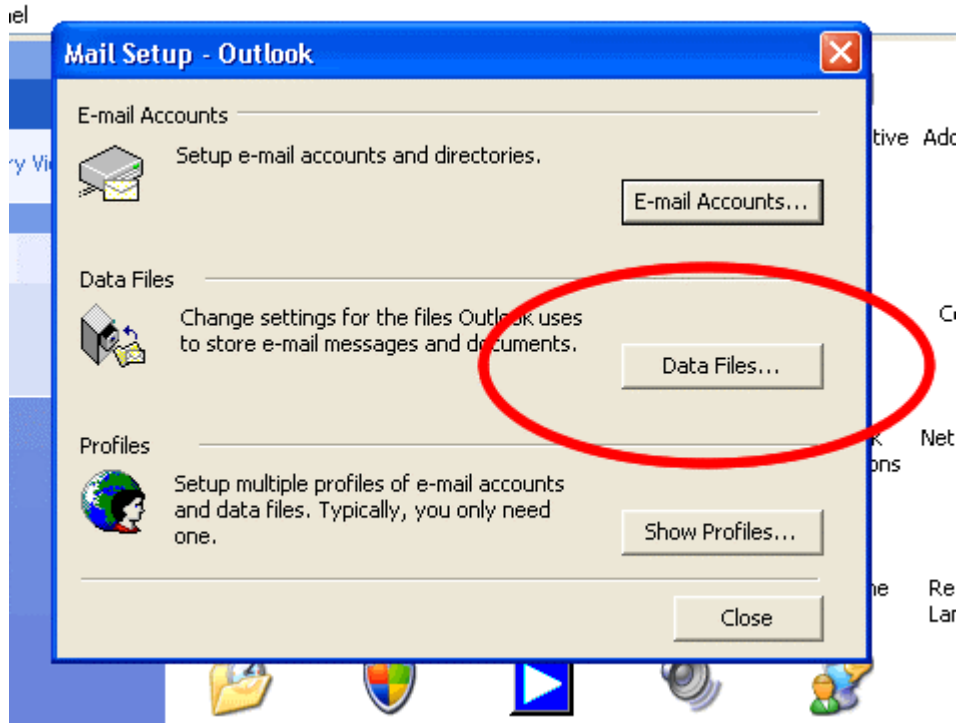
The following steps can be used to identify the location of your outlook “.pst” file from your computer.

Step 1) Click on your **Start Menu**. Scroll to **Settings, Control Panel**.

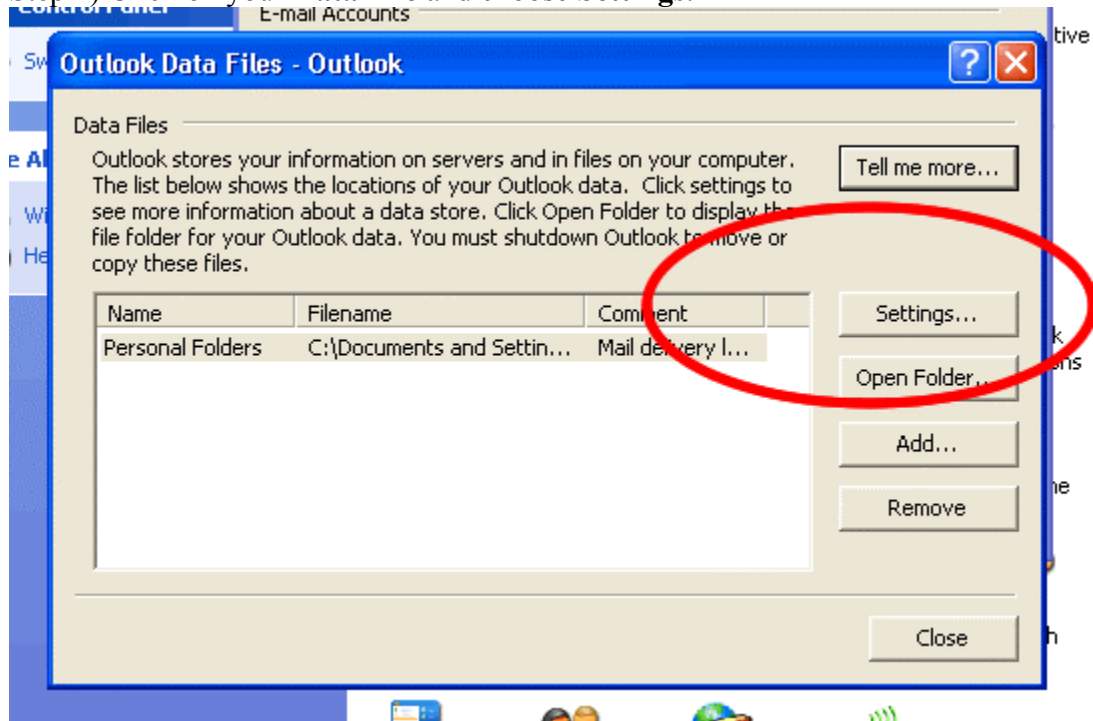
Step 2) Click on the **Mail** icon in the **Control Panel**. (See Below)



Step 3) Click **Data Files**. (See Below)



Step 4) Click on your **Data File** and choose **Settings**.



Step 5) Under the Filename, you can see where your PST file is located in case you need to point Outlook to this file..

